15 ELM GROVE,
BARNHAM,
WEST SUSSEX

DESIGN AND ACCESS STATEMENT
TO ACCOMPANY PLANNING APPLICATION FOR
EXTENSION AND ALTERATION OF EXISTING RESIDENTIAL DWELLING

JULY 2025

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Document	Version	Date Issued	Author	Checked by	Key changes from previous version
D&A Statement	1	21 Jul 2025	Phil Brown	Kevin Sloane	n/a - first issue
	2	5 Feb 2026	Phil Brown		Scheme amended

INTRODUCTION

The proposals comprise a planning application for the extension and alteration of an existing residential dwelling at 15 Elm Grove, Barnham.

The site

THE SITE AND ASSESSMENT OF PHYSICAL CONTEXT

The site is located within a medium-density residential area characterised by a variety of detached residential properties of different ages, forms, scales and appearances.

The site is within the defined built-up area boundary and is within walking distance of local shops, schools and public transport.

The plot and the surrounding area are generally level.

THE PROPOSALS INCLUDING DESIGN PRINCIPLES AND CONCEPTS

The proposal is for the enlargement and remodelling of a detached residential dwelling. The design has been carefully considered and would have an appropriate bulk, scale and external appearance.

There is not a single common architectural theme to existing properties within the surrounding area which can be used as a specific styling cue, but the extended and remodelled property would nevertheless fully respect the height and scale of other properties and would fit appropriately within the wider street scene. Whilst the proposed external appearance would not directly replicate the appearance of other existing properties in the immediate vicinity, it would certainly complement them.

AMOUNT OF DEVELOPMENT

The existing gross internal floor areas are as follows:

Ground floor (including garage)	88.9m^2
First floor	63.6m^2
TOTAL	152.5m^2

The proposed gross internal floor areas are as follows:

Ground floor	126.1m^2
First floor	78.9m^2
TOTAL	205.0m^2

RELEVANT PLANNING HISTORY

There is some planning history for the site, which is briefly as follows:

- BN/91/25/HH — Demolition of existing single storey side area. Construction of two storey side extension, single storey rear extension and single storey front porch extension. Raising of main roof including construction of new front and rear facing dormer windows. Fitting of external insulation with render finish.
  Approved 30.09.25.
- BN/149/24/HH — Demolition of existing single storey side area. Construction of two storey front extension, two storey side extension and single storey rear extension. Fitting of external insulation with render finish.
  This application was withdrawn.

SCALE

The altered and enlarged property would be of an entirely appropriate scale, and the proposed ridge height and eaves heights of the extension would be lower than existing. In fact, much of the existing eaves heights and ridge heights would be retained as existing. The overall bulk and scale would not be dissimilar to other properties along Elm Grove. The enlarged property would provide an overall appearance which would be more balanced and symmetrical than the existing property which currently has a somewhat disjointed appearance. The proposals would certainly not appear to be dominant or over-bearing.

It should be noted that an original ‘sister’ property further along the road at 29 Elm Grove has previously been extensively remodelled and extended, including a new main pitched roof. This property has gable ends, rather than hipped ends, and a similar overall ridge height. This previously approved scheme at 29 Elm Grove has a greater overall bulk and scale than the scheme that is being proposed at 15 Elm Grove due to the increase in roof height.

Front elevation of original 'sister' property at 29 Elm Grove – for comparison purposes

LAYOUT

The existing footprint of the building would be increased to the rear at ground floor level only.

The existing vehicular access and parking / turning area to the front of the property would be retained as existing.

New windows have been carefully positioned to avoid any issues of overlooking or loss of privacy.

SOCIAL/ECONOMIC CONTEXT AND PLANNING CONTEXT

The following planning policies are pertinent to the proposals:

Arun District Council Local Plan

The Arun District Council Local Plan 2011-2031 (July 2018) was adopted on 18 July 2018. The document and the policies contained therein are now a material consideration when determining planning applications.

The following policies are considered relevant to this application, together with demonstration of how the proposals comply with each policy:

Policy	Demonstration of Compliance
SD SP1 – Sustainable Development *When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will work pro-actively with applicants to jointly find solutions which mean that proposals can be approved wherever possible and to secure development that will contribute to the social, economic and environmental conditions south of the National Park through to the coast and throughout its settlements (both coastal and inland). This presumption will not be applicable where development requires an Appropriate Assessment or where consideration of the need for one is being undertaken.*	The site is located in a sustainable location and would not result in any social, economic or environmental harm.
SD SP2 – Built-up Area Boundary *Built Up Area Boundaries are defined for the main towns and villages in the District and shown on the Policies Maps. Development should be focused within the Built Up Area Boundaries and will be permitted, subject to consideration against other policies of this Local Plan.*	The site is located within the built-up area boundary.

D SP1 – Design *All development proposals should seek to make efficient use of land but reflect the characteristics of the site and local area in their layout, landscaping, density, mix, scale, massing, character, materials, finish and architectural details. Development proposals should have been derived from: a thorough site analysis and context appraisal; adherence to objectives informing sustainable design (inclusivity, adaptability, security, attractiveness, usability, health and wellbeing, climate change mitigation and habitats); and the influence these objectives have on the form of the development.* *With major developments (as defined in the GDPO 1995 (as amended) or allocated sites in the Development Plan. In addition to a Design and Access Statement, a context appraisal, context plan and analysis of the site will also be required.*	The design is entirely appropriate and reflects local distinctiveness in terms of layout, density, character, materials and details.
D DM1 – Aspects of form and design quality *When considering any application for development the Council will have regard to the following aspects:* ***1. Character*** *Make the best possible use of the available land by reflecting or improving upon the character of the site and the surrounding area, in terms of its scale, massing, aspect, siting, layout, density, building materials (colour, texture), landscaping, and design features.*	The proposed extensions and alterations would by of an appropriate scale, appearance and massing and the overall appearance would fit well within the wider street scene. The bulk and scale would not be dissimilar to many other properties within the surrounding area.

2. Appearance/attractiveness *Demonstrate a high standard of architectural principles, use of building materials, craftsmanship and hard and soft landscaping to reflect the local area.*	The proposed external materials have been carefully considered, and the property would be of a distinctive but fully appropriate appearance, with careful detailing.
3. Impact *Have minimal impact to users and occupiers of nearby property and land. For example, by avoiding significant loss of sunlight, privacy and outlook and unacceptable noise and disturbance.*	The impact on neighbouring properties would be minimal, and there would not be any overshadowing, overlooking or loss of privacy.
4. Innovation *Raise standards of design by embracing appropriate innovative design, new technologies and construction techniques, where a development proposal has the potential to do so.*	There would not be any opportunities to use innovate design, new technologies or construction techniques on this occasion.
5. Adaptability *Acknowledge diversity and difference. Buildings and places should be flexible to future adaptation, including the changing needs of occupants (for example ageing users, family circumstances), changes in wider work and social trends, and be able to accommodate potential differing uses of public space.*	The internal layout of the proposed property would mean that it could be suitable for multi-generational occupation.
6. Crime prevention *Provide security measures that make places feel safer. This shall be achieved through natural surveillance and human presence by locating buildings and play areas along public routes and spaces, and making a clear division between private and public land to foster a mutual protection through territorial belonging. With respect to crime prevention, regard shall be had in particular to the document 'Secured by Design' and the 'Safer Places - The Planning System and Crime Prevention'.*	Crime prevention measures would be incorporated where possible, within the constraints of the existing property and site.

7.Trees and woodland *All new development will be expected to incorporate existing and new tree planting as an integral part of development proposals.*	No existing trees would need to be removed.
8. Solar gain *Within the constraints of the site and local context development proposals should, maximise sunlight and passive solar energy. Ideally development should be positioned (within a 15-20 degree margin) broadly south, with streets having an east-west pattern.*	The restrictions of the site impose limitations on how the proposed property can be orientated for solar gain. However, we would be keen to incorporate environmentally friendly measures wherever possible.
9. Public realm *Provide or enhance layouts, streets and public spaces so that they are attractive, socially inclusive, safe and secure, adaptable, with appropriate provision for planting, street furniture, and facilities for bicycle storage to create a place with attractive and successful outdoor areas.*	This heading is not relevant to the proposals.
10. Layout - movement *Utilise existing networks or improve access via delivery of a variety of integrated networks, to and from residential areas, commercial zones, open spaces, facilities and public transport. Development schemes should carefully consider walking and cycling as an integral part of the overall design concept.*	The existing road network will continue to be utilised for access to the property.
11. Layout - legibility *Deliver or contribute to the ease of navigation within a new or existing development scheme through use of focal points (landmarks, gateways, vistas, corner buildings, active edges, existing topography), and/or a variety of detail within the public realm (sculpture, planting, street furniture, building materials, building detail, signage).*	The development would provide clear legibility. There is no potential to use focal points or detail within the public realm.

12. Public art *Public Art should be incorporated into schemes where there is capacity to do so. Public art can encompass a wide variety of elements to include art as part of the design of buildings and developments, landscape and planting, street furniture, signage and lighting in the public realm which is accessible to all. This can also result in physical, permanent artworks and sculptures.*	This heading is not relevant to the proposals.
13. Density *The density of new housing will make efficient use of land while providing a mix of dwelling types and maintaining character and local distinctiveness. Higher densities will be more appropriate in the most accessible locations. Proposals should take into account the density of the site and its surroundings. The density of large sites should be varied to guard against uniformity.*	The density of the proposed scheme would reflect the general density of the surrounding existing residential area.
14. Scale *The scale of development should keep within the general confines of the overall character of a locality unless it can be demonstrated that the contrary would bring a substantial visual improvement.*	The scale of the proposals would be entirely appropriate and would sit comfortably within the street scene.
15. Aspects of form and design quality *Development should also comply with the Arun District Council Design Guide.*	The contents of the ADC Design Guide (adopted 20 February 2024) have been studied and adopted where relevant and appropriate.

ECC SP1 – Adapting to climate change *The Council will support development which is located and appropriately designed to adapt to impacts arising from climate change such as the increased probability of tidal and fluvial flooding; water stress; health impacts as a result of extreme temperatures and a decline in the quality of habitats and richness of biodiversity.* *In order to achieve this, development must be designed to take account of the following issues:* *a. Location (in relation to flood risk and vulnerability to coastal erosion);* *b. Water efficiency;* *c. Shade, cooling, ventilation, solar gain;* *d. Connectivity to the green infrastructure network;* *e. Layout and massing;* *f. Resilience of buildings and building materials to extreme weather events; and* *g. Capacity of drainage systems and incorporation of Sustainable urban Drainage Systems (SuDS)*	The proposals would not have negative effects relating to climate change. The type and orientation of the property and nature of the site imposes a number of restrictions relating to measures which are practically possible. However, the proposals will comply with Building Regulation requirements relating to thermal efficiency. Surface water drainage has been carefully considered.
ECC SP2 – Energy and climate change mitigation *All new residential and commercial development (including conversions, extensions and changes of use) will be expected to be energy efficient and to demonstrate how they will:* *a. Achieve energy efficiency measures that reflect the current standards applicable at the time of submission;* *b. Use design and layout to promote energy efficiency; and* *c. Incorporate decentralised, renewable and low carbon energy supply systems, for example small scale renewable energy systems such as solar panels.*	The type and orientation of the property and nature of the site imposes a number of restrictions relating to measures which are practically possible. However, the property will comply with Building Regulation requirements relating to thermal efficiency.

All major developments must produce 10% of the total predicted energy requirements from renewable or low carbon energy generation on site, unless it can be demonstrated that this is unviable. Energy efficiency measures will be taken into consideration when the total predicted energy requirements are calculated. The Council will consider 'allowable solutions' where it is clearly demonstrated that the provision of on site renewable or low carbon energy generation is unviable or not feasible. *Where planning permission is required to retrofit energy efficiency measures into existing development, schemes will be permitted, subject to the Design and Built Heritage policies.* *In assessing the achievement of these standards the Council will consider:* *Site constraints;* *Technical viability;* *Financial viability; and* *Delivery of additional benefits.*	The proposal is not defined as a 'major development'.
ENV SP1 – Natural Environment *Arun District Council will encourage and promote the preservation, restoration and enhancement of biodiversity and the natural environment through the development process and particularly through policies for the protection of both designated and non-designated sites. Where possible it shall also promote the creation of new areas for habitats and species. In relation to designated sites, development will be permitted where it protects sites listed in Tables 17.1-17.7 that are recognised for the species and habitats contained within them.*	There are not any protected species or habitats on the site. No existing planting will be removed.

ENV DM4 – Protection of trees *Development will be permitted where it can be demonstrated that trees protected by a Tree Preservation Order(s), (TPO) identified as Ancient Woodland, in a Conservation Area or contributing to local amenity, will not be damaged or destroyed now and as they reach maturity, unless development:* *a. Would result in the removal of one or more trees in the interests of good arboricultural practice. This shall be demonstrated by the developer following the advice of a suitably qualified person which shall be guided by BS 5837 (2012). Details of any advice received having regard to BS 5837 (2012) shall be submitted, in writing, as part of a planning application; or* *b. Would enhance the survival and growth prospects of other protected trees;* *c. The benefits of the proposed development in a particular location outweigh the loss of trees or woodland, especially ancient woodland.* *Where planning permission is granted in any of the above instances, conditions shall be used to ensure that, for any trees which are removed as part of a development, at least an equivalent number of a similar species and age (where practical) are planted on the proposed development site. Sufficient space for replacement trees to mature without causing future nuisance or damage shall be provided. The planting of new trees shall form an integral part of the design of any development scheme.* *Proper provision must be made for the protection and management of trees or areas of woodland on-site when undertaking development. A management plan shall be provided as part of a planning application in accordance with BS 5837 (2012) in order to ensure that trees are adequately protected during development and appropriately maintained in the future. Conditions for the continued protection of trees on sites shall be included in any planning permission given.*	No existing trees will need to be removed.

Where there are existing trees on or adjacent to a development site, developers shall be required to provide: *d. Land and tree surveys* *e. A tree constraints plan* *f. An arboricultural impact assessment to include a tree protection plan and arboricultural method statement* *These will ensure that development is planned to take a comprehensive view of tree issues at an early stage in the design process and that development works do not have a negative impact on existing trees.*	
W DM2 – Flood risk *Development in areas at risk from flooding, identified on the latest Environment Agency flood risk maps and the Council's Strategic Flood Risk Assessment (SFRA) , will only be permitted where all of the following criteria have been satisfied:* *a. The sequential test in accordance with the National Planning Policy Guidance has been met.* *b. A site specific Flood Risk Assessment demonstrates that the development will be safe, including access and egress, without increasing flood risk elsewhere and reduce flood risk overall.* *c. The sustainability benefits to the wider community are clearly identified.* *d. The scheme identifies adaptation and mitigation measures.* *e. Appropriate flood warning and evacuation plans are in place; and* *f. New site drainage systems are designed to take account of events which exceed the normal design standard i.e. consideration of flood flow routing and utilising temporary storage areas.*	The site is not defined as being within a flood risk area as defined by the Environment Agency.

The reports prepared as part of the criteria above must take into account contingency allowances, taking climate change into account as set out in Flood Risk Assessments:climate change allowances section of the NPPG. *In locations where strategic flood defence or resilient and resistant construction measures are necessary within the site itself, proposals will be required to demonstrate how measures have been incorporated as an intrinsic part of the scheme in a manner which is compatible with the latest Strategic Flood Risk Assessment.* *All development proposals must take account of relevant Surface Water Management Plans, Catchment Flood Management Plans and related Flood Defence Plans and strategies such as the Lower Tidal River Arun Strategy. The council may require financial contributions from development on sites where measures to address flood risk or to improve the environmental quality of watercourses have been identified by these Plans and Strategies.*	
W DM3 – Sustainable Urban Drainage Systems *To increase the levels of water capture and storage and improve water quality, all development must identify opportunities to incorporate a range of Sustainable Urban Drainage Systems (SUDS), appropriate to the size of development, at an early stage of the design process.* *Proposals for both major and minor development proposals must incorporate SUDS within the private areas of the development in order to provide source control features to the overall SUDS design. These features include:* *Green roofs* *Permeable driveways and parking* *Soakaways*	Surface water drainage would be run to new soakaways located within the site.

Water harvesting and storage features including water butts. *Proposals for major development must also integrate SUDS within public open spaces and roads, reflecting discussion with the appropriate bodies. SUDS must therefore be integrated into the overall design of a development and must:* *a. Contribute positively to the appearance of the area, integrating access to allow maintenance of existing watercourses and the system.* *b. Effectively manage water (including its quality)* *c. Accommodate and enhance biodiversity by making connections to existing Green Infrastructure assets and* *d. Provide amenity for local residents (ensuring a safe environment)* *e. Retain the existing drainage network of the site and the wider area,* *f. Be maintained in perpetuity, supported through a Maintenance and Management Plan/Regime, including its financing, agreed with the Local Planning Authority.* *In order to ensure that SUDS discharge water from the development at the same or lesser rate, as prior to construction, developers must:* *f. Follow the hierarchy of preference for different types of surface water drainage disposal systems as set out in Approved Document H of the Building Regulations and the SUDS manual produced by CIRIA.* *g. Undertake up to six months groundwater monitoring within the winter period.* *h. Undertake winter percolation testing in accordance with BRE365.* *i. The proposed drainage system must be designed to ensure that there is no flooding on a 1 in 30 year storm event.* *j. The design must also take account of the 1 in 100 year storm event plus 30% allowance for*	

climate change, on stored volumes, to ensure that there is no flooding of properties or the public highway or inundation of the foul sewerage system. Any excess flows must be contained within the site boundary, and within designated storage areas.	

DESIGN STATEMENT

A sympathetic design approach has been taken with the proposals. The bulk, scale and appearance of the proposals would be entirely appropriate. We have considered various possible alternative design options, and have reduced the bulk and scale from a previously approved scheme. We are firmly of the opinion that the scheme as submitted would be entirely appropriate, would fit within the street scene and would not be unneighbourly.
The site is located within the 'Lidsey Waste Water Treatment Catchment Area' and we recognise that there are specific planning policies relating to this. The existing property could potentially be the subject of extensions to the rear and the sides which could be carried out under householder permitted development, which would result in a total roof area greater than the scheme we are proposing. On this basis, we do not consider it to be appropriate to submit detailed calculations etc relating to the design proposals as the 'fallback' position would be to construct the permitted development extensions which would result in roof areas greater than the submitted scheme.

ACCESS

The site currently benefits from vehicular access and an off-street parking area, and this will be retained as existing.

SUMMARY

An entirely sympathetic and appropriate design approach has been taken with the planning application for the extension and alteration of an existing residential dwelling. The proposal would be of an appropriate scale, bulk and appearance, would comply with relevant planning policies, would not be unneighbourly, and would not damage the wider setting.

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